

**CANBY CITY COUNCIL  
SPECIAL CALLED COUNCIL MEETING MINUTES  
June 29, 2023**

**PRESIDING:** Brian Hodson

**COUNCIL PRESENT:** Traci Hensley, James Davis, Jason Padden, Christopher Bangs, Shawn Varwig, and Herman Maldonado.

**STAFF PRESENT:** Eileen Stein, Interim City Administrator; Joseph Lindsay, City Attorney; and Maya Benham, City Recorder.

**CALL TO ORDER:** Mayor Hodson called the Special Called Meeting to order at 5:05 p.m. in the Council Chambers.

**PUBLIC HEARINGS:**

a. Declaring the City's election to receive State Revenue for Fiscal Year 2023-2024 – Mayor Hodson opened the public hearing and read the hearing statement.

Eric Kytola, Finance Director, presented the staff report. This hearing was required to declare the City's election to receive state shared revenues. He estimated the City would receive \$240,000.

There was no public testimony.

Mayor Hodson closed the public hearing.

Resolution 1386 – **\*\*Council President Hensley moved to adopt Resolution 1386, A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUE FOR FISCAL YEAR 2023-2024. Motion was seconded by Councilor Varwig and passed 6-0.**

b. Setting Fees for Services and Repealing Res. 1370 and all Previous Resolutions, Adopting a Master Fee Schedule – Mayor Hodson opened the public hearing and read the hearing statement.

Mr. Kytola presented the staff report. He said this would set the fees for services in the Master Fee Schedule effective July 1, 2023. He summarized the changes to the fee schedule and comparison of current and proposed fees.

There was no public testimony.

Mayor Hodson closed the public hearing.

Resolution 1389 – **\*\*Councilor Davis moved to adopt Resolution 1389, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANBY, OREGON, SETTING FEES FOR SERVICES AND REPEALING RESOLUTION 1370 AND ALL PREVIOUS**

**RESOLUTIONS, ADOPTING A MASTER FEE SCHEDULE. Motion was seconded by Councilor Padden and passed 5-1 with Council President Hensley opposed.**

**RESOLUTIONS:**

a. Resolution 1391 – Eileen Stein, Interim City Administrator, said this resolution would extend the contract for legal services to cover the absence of the City Attorney who was leaving the City. An ordinance would come back to the Council to extend the contract for a larger amount and cover services during the recruitment process.

**\*\*Councilor Bangs moved to adopt Resolution 1391, A RESOLUTION AMENDING THE PERSONAL SERVICES AGREEMENT WITH BEERY, ELSNER AND HAMMOND LLP FOR INTERIM LEGAL SERVICES FOR THE CITY OF CANBY. Motion was seconded by Councilor Maldonado and passed 6-0.**

b. Resolution 1392 – Mr. Kytola said the resolution certified the City was eligible to receive state shared revenues.

**\*\*Councilor Padden moved to adopt Resolution 1392, A RESOLUTION CERTIFYING THE CITY OF CANBY IS ELIGIBLE IN FISCAL YEAR 2023-2024 TO RECEIVE STATE SHARED REVENUES (CIGARETTES, LIQUOR, 911, AND HIGHWAY GAS TAXES) BECAUSE IT PROVIDES FOUR OR MORE MUNICIPAL SERVICES. Motion was seconded by Councilor Maldonado and passed 6-0.**

Councilor Bangs suggested a discussion on sending to a vote the allowance for marijuana facilities in the City in order to receive state shared revenues from those sales.

There was discussion regarding receiving funds for 911 services.

**OLD BUSINESS:**

a. City Administrator & City Attorney Recruitment – Joe Lindsay, City Attorney, said staff had brought forward options for the City Administrator recruitment. He had looked into cost savings if those recruiters could also do the City Attorney recruitment, however he found out there was not much that would be saved.

There was discussion regarding combining the recruitments or running them separately, cost of interim services, overlapping the recruitments, and which recruitment firm to choose.

There was consensus to start with the City Administrator recruitment and when it reached a certain point, begin on the City Attorney recruitment. The Council chose GMP as first choice, and Prothman as the second choice, for the recruitment firm.

b. Community Grant Award – Ms. Stein discussed the community enhancement grant application from Canby Kids. She suggested awarding them \$10,000, which would be \$2,000 per sport.

Councilor Padden requested an audit of the program.

There was consensus for staff to move forward as suggested.

The meeting was adjourned at 5:58 p.m.

Maya Benham  
City Recorder

Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood